



Commercial Use Authorization Requirements for Commercial Equipment Rental & Delivery

I. DEFINITION OF COMMERCIAL USE

A commercial use is defined as any or all goods, activities, services, agreements, or anything offered to park visitors and/or the general public for recreational purposes which uses park resources or is undertaken for or results in compensation, monetary gain, benefit, or profit to an individual, organization, or corporation, whether or not such entity is organized for purposes recognized as non-profit under Local, State, or Federal law.

Groups who are part of a school (and can meet the educational fee waiver requirements), church, family, or non-commercial organization are not required to obtain a permit. A non-commercial organization that is recognized under the Internal Revenue Service Code of Federal Regulations as Tax-Exempt and who can show proof that their activity is not taxable for commercial purposes does not need to obtain a Commercial Use Authorization. The organization must submit their request in writing stating why their proposed activity is not taxable and non-commercial to the Division of Concessions at Grand Canyon National Park along with a copy of their IRS determination letter.

II. INTRODUCTION

These requirements will serve as guidelines for commercial services in Grand Canyon National Park. These requirements describe operations authorized under the Commercial Use Authorization (CUA). In the event of a conflict between the terms of the CUA and these requirements, the CUA will prevail.

CUA's will not be issued to concessionaires to provide services authorized or required to be provided under the terms of current concession contracts.

CUA's are mandatory for conducting commercial trips into Grand Canyon National Park; however, their issuance is a courtesy, not an entitlement. Requests for CUA's are handled in the order received, considering other workload commitments. Four or more weeks should be allowed for this process. Commercial services are not authorized until the CUA is finalized. Prospective permittees should not schedule any commercial trips to the park prior to obtaining a fully executed copy of the CUA.

Failure to obtain and have available for inspection a CUA to provide commercial services into Grand Canyon National Park may subject the commercial operator to penalties as prescribed by law or regulation, including exclusion from the park.

All applicants for a CUA will be required to meet the following requirements prior to issuance of a CUA:

- A. Proof of general liability and automobile liability insurance coverage (Certificate of Insurance) naming the United States Government as an additional insured. Minimum acceptable level of general liability insurance is \$300,000 per occurrence. Minimum acceptable level of automobile liability insurance as required by the State of Arizona.
- B. Payment of all required fees: A non-refundable fee of \$275.00 for application and administration of the CUA, irrespective of the length of the CUA. Entrance fees as required at the Entrance Stations.

All applicants must also meet the following conditions:

III. MANAGEMENT, ORGANIZATION, AND RESPONSIBILITIES

- A. **Park** - The Superintendent manages the total park operation, including CUA's. The Superintendent carries out the policies and directives of the National Park Service. Through park representatives, the Superintendent reviews, supervises, and coordinates commercial activities related to Grand Canyon National Park.

The Concessions staff coordinates the park activities relating to commercial services, and makes recommendations on all commercial operations to the Superintendent. Concessions staff have line authority from the Superintendent to make field decisions, which pertain to commercial operations, and act as liaisons between the permittee and the Superintendent.

Members of the Visitor and Resource Protection Division serve as the direct line of communications to the permittee about backcountry, trail, and corridor use regarding law enforcement, safety, search and rescue, emergency medical services, resource protection, and fire management issues.

IV. STAFFING AND EMPLOYMENT

- A. Trip Leaders must be at least 18 years of age and physically fit.
- B. Trip Leaders must be trained in basic safety and resource protection, park rules and regulations, and in the requirements of the CUA and attachments.

V. OPERATING PROCEDURES

- A. **Services Authorized** - To conduct delivery service of rental equipment to Lee's Ferry and pick up of same at Lake Mead for authorized river runners. This service shall commence outside, and not within, the boundaries of Grand Canyon National park.
- B. **Orientations** - The trip leader must provide an orientation to trip participants about basic hiking etiquette when passing other hikers or mules, park rules and regulations, safety procedures, resource protection information, litter, human waste, personal safety, and emergencies.
- C. Guides/Leaders will provide their clients with accurate information on a broad spectrum of topics related to the Grand Canyon and national parks, including, but not limited to, geology, wilderness impacts, history, ecology, etc.

VI. TRAILS AND BACKCOUNTRY USE REGULATIONS

- A. **Waste Management** - ALL trash must be packed out of the corridor/backcountry and disposed of in an appropriate waste container.
- B. **Human Waste Management** - Groups are required to abide by all park rules regarding proper disposal of human waste in order prevent the pollution of water sources, the spread of disease, and the aesthetic degradation of backcountry areas. Improper disposal of human waste is a violation of park regulations, and violators are subject to fines. The use of backcountry toilets is preferred. When this is not possible, guides/leaders should provide a shovel, paper, and zip-lock bags, and instruct their clients to dig a hole six inches deep and to carry out their used paper.
- C. **Fires** - Open wood and ground fires are prohibited.
- D. **Cigarette Smoking** - Smoking on trails is highly discouraged. Smokers must use caution when smoking to prevent dropping ashes or embers that might ignite a wildfire. **Cigarette butts are trash and must be packed out of the corridor/backcountry for proper disposal.** Trip leaders/guides will ensure that cigarette butts are disposed of properly.
- E. **Food** - All food scraps (fruit peels, nut shells, etc.) are considered trash and must be carried out. It is a violation to feed the wildlife, including squirrels.
- F. **Personal Consumption of Wild Edibles** - Collection of fruits, nuts, berries, edible plants, or plant parts for personal consumption is permitted.
- G. Technical rock climbing is prohibited.

VII. EQUIPMENT AND PROCEDURES

- A. **Client Equipment** - Permittee will check equipment to ensure its serviceability. Unsafe equipment will not be used.

VIII. NOTIFICATION REQUIREMENTS

All accidents/incidents resulting in personal injury requiring more than first aid treatment, property damage estimated to be in excess of \$100.00, or damage to park resources will be reported to park dispatch at 928-638-7805 as soon as reasonable, but no more than 24 hours following the incident.

Lost or runaway clients must be reported to park dispatch as soon as possible and without unnecessary delay, at 928-638-7805.

While self-rescue is encouraged in cases where no additional resources are needed, the National Park Service retains the authority to make the determination to employ additional resources when the situation warrants.

Permittee shall assume full rescue expenses incurred by any member of their organized trip.

The trip leader/guide will promptly report information about any human illness, whether employees or guests, to the Public Health Consultant at 928-226-0168. This information, along with other information received, will be evaluated by the Public Health Consultant to help identify outbreaks of illness associated with contaminated water or food sources or caused by other adverse environmental conditions.

IX. GENERAL

- A. The National Park Service reserves the right to establish commercial user night limitations for the time periods and/or Use Areas as future conditions may warrant. This need shall be evaluated as part of the Backcountry Management Plan public review process. Backcountry commercial use (Corridor and non-Corridor), including North Rim winter use, will not be limited at this time except as follows:
1. Commercial Use Authorizations will not be issued for authorized activities granted to existing Concessionaires under the terms of current Concession contracts.

Application for Commercial Equipment Rental & Delivery CUA

To apply for a commercial equipment rental & delivery CUA, complete the application and mail with supporting documents, (Certificate of Insurance, staff registration form with copies of guides first aid certification), and permit fee to: Grand Canyon National Park, Attn: Concessions Office, PO Box 129, Grand Canyon, AZ 86023.. Telephone inquiries should be directed to the Concessions Office at 928-638-7707 between 8:00 a.m. and 4:00 p.m., Mountain Standard Time, Monday through Friday, excluding Federal holidays. Please **allow four or more weeks** to process your application.

National Park Service
U.S. Department of the Interior

Grand Canyon National Park
PO Box 129
Grand Canyon, Arizona 86023



Commercial Use Authorization Application

(Please type or print in ink. Answer all questions completely or mark "N/A" if not applicable.)

1. APPLICANT'S NAME _____

2. BUSINESS NAME _____
(legal entity)

3. DBA(S) _____

(list all dba's)

4. *TAX PAYER ID # _____
-OR-
*SOC. SEC. # _____
* Requirement of the 1996 Debt Collection Act – This number will NOT be made public.

5. ADDRESS _____

6. EMAIL ADDRESS _____ WEB SITE _____

7. PHONE NUMBER _____ FAX NUMBER _____

8. What type of CUA are you applying for?

☐ Commercial Transportation (answer questions below)

If you are a Commercial Transportation Provider, please indicate the type of transportation activities you are proposing to provide under this permit (see Requirements for Definitions):

☐ Commercial Tour Service ☐ Regional Shuttle Service ☐ Local Transit Service ☐ Tuweep

Seating Capacity of Vehicle(s) _____

What is your United States Department of Transportation Number (USDOT): _____

☐ Day Hiking ☐ Backpacking ☐ Bicycle Tour – ☐ South Rim or ☐ North Rim

☐ Equipment Rental and Delivery

☐ Other (Please Describe) _____

9. If Other, List the ACTIVITY (IES) you propose to provide on a separate sheet of paper.
10. Estimate how many trips you plan in a calendar year. _____
11. How many to the South Rim? _____ How many to the North Rim? _____

12. Divide the estimated trips in question #10 by 12. What are the average monthly trips? _____
If the average monthly trips equal 4 or more, you must complete the Authorization Agreement for Preauthorized Debits Form and submit with this application packet.

Note: Operators who visit the park four (4) or more times on average a month, are required to sign up with the National Park Service for the Preauthorized Debit (PAD) payment system. A penalty of \$25 or 10%, whichever is greater, will be imposed for any electronic funds transfer/PAD returned item (e.g., insufficient funds, frozen account, etc.). Permittees shall complete an Authorization Agreement for Preauthorized Debits form available with this permit packet, on the park's website at www.nps.gov/grca, (Fees & Permits) or by calling 928-638-7707.

() I have enclosed the Authorization Agreement for Preauthorized Debits

13. What is the estimated date you plan to begin operating in the park? _____
14. General Liability insurance is required covering both bodily injury and property damage as indicated below:

Commercial Transportation in the minimum amount of \$1,000,000 per occurrence.

Day Hiking in the minimum amount of \$300,000 per occurrence

Backpacking in the minimum amount of \$300,000 per occurrence

Bicycling in the minimum amount of \$300,000 per occurrence

Equipment Rental in the minimum amount of \$300,000 per occurrence

Other – Send Certificate of Liability Insurance – General Liability requirements may be higher than seen here depending on type of proposed activity.

Automobile Liability Insurance is required. Arizona has established the following minimum automobile liability coverage types and limits:

Vehicle Capacity

Seating Capacity of 16
or more persons

Seating Capacity of 7-15
persons, inclusive

Seating Capacity of 6 or
fewer persons

Minimum Limits

\$5 million plus \$300,000
uninsured motorist coverage

\$750,000 plus \$300,000
uninsured motorist coverage

\$300,000 plus \$300,000
uninsured motorist coverage

The "United States Government" at the address below, must be named as an "Additional Insured."

The certificate(s) holder must be The United States Government, Grand Canyon National Park, Division of Concessions, P.O. Box 129, Grand Canyon, Arizona 86023.

() I have enclosed is a Certificate of Liability which meets the above requirements.

15. A check made payable to the Department of Interior-National Park Service in the amount of \$275.00 for each different type of commercial use authorization you are requesting. The authorization permit fee is non-refundable. (The permit fee is waived for all commercial transportation CUA's.)

False, fictitious or fraudulent statements of representations made in this application may be grounds for revocation of the Commercial Use Authorization and may be punishable by fine or imprisonment (U.S. Code, Title 18, Section 1001). All information you provide will be considered in reviewing this application.

Permit processing takes 4 or more weeks. Mail or fax your application and supporting documents, using the attached checklist, to:

Grand Canyon National Park
Division of Concessions
PO Box 129
Grand Canyon, AZ 86023

928-638-7701 (fax)

APPLICATION SUBMITTAL CHECKLIST

All CUA Applications Need to Submit the Following:

- ☐ Commercial Use Authorization Application (Pages 1 & 2)
- ☐ Certificate of Insurance for General and Automobile Liability Insurance (as required in question 14)
- ☐ Authorization for Preauthorized Debits Form (required if average visits over 12 months is equal to 4 or more times per month) – Exhibit A
- ☐ Check made payable to Department of Interior-National Park Service in the amount of **\$275.00 for each** commercial use authorization you are requesting. (Waived for Commercial Transportation CUA's)

If you are applying for Other CUA then you need to attach to the application:

- ☐ Description of proposed activities at Grand Canyon (be specific and detailed so that we may fully evaluate your application)

Additional Items Needed for Day Hiking, Backpacking, or Bicycling CUAs:

- ☐ Staff Registration Form for each guide and leader who will perform work at Grand Canyon – Exhibit B
- ☐ Copy of Adult and Pediatric CPR Certification Card for each guide and leader who will perform work at Grand Canyon
- ☐ Copy of first aid certificate equivalent to the 40-hour "Emergency Response" course of the 36-hour "Wilderness Advanced First Aid" Card for each guide and leader who will perform work at Grand Canyon. **Exception For Bicycling:** The Service will accept the less than 40-hour Wilderness Advanced First Aid course only because it was specifically designed for wilderness situations. Any other first aid certification must be the equivalent of a 40-hour first aid course or more advanced.